



POSADAS RON MARION L.

Grade 12 Senior High School
Student- ABM (Accountancy,
Business, Management)

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EDUCATION

2013-2020

Borol 1st Elementary School located at Borol 1st, Balagtas Bulacan

- Grade 1-6

2020-2024

Balagtas National Agricultural High School located at Pulong Gubat, Balagtas Bulacan

- Grade 9 Specialization - Animation
- Grade 10 Specialization - Technical Drafting

2024-2026

Balagtas National Agricultural High School

- Senior High School Student
- ABM student (Accountancy, Business and Management)

ACHIEVEMENTS

Leadership

- Classroom Vice-President (2025-2026)
- Business Wizard Club Treasurer (2025-2026)

Achievements

Grade 11 - GWA 95

- 1st Semester With Honors
- 2nd Semester With High Honors
- Perfect Attendance 1st & 2nd Semester

Grade 9-10

- With honors
- Perfect Attendance

Grade 6

- With honors

EXPERTISE

Technical Skills

- Basic Computer Skills
- Canva Layout Design
- Basic Accounting Skills
- Financial Statements Skills
- Basic Microsoft Office Skills
- Forecasting Skills

Soft Skills

- Communication Skills
- Leadership
- Problem-Solving
- Responsible
- Teamwork

Organizational Skills

- Time Management
- Organization Skills
- Task Management
- File Management
- Delegation
- Goal Setting
- Scheduling
- Prioritization

ABOUT

I am a hardworking and responsible for all the task that I will do, even capable of doing multiple task. Teamwork and leadership is my expertise too, so I will do my best to help my co-worker as best as I could.

OBJECTIVE

I am a student of Balagtas National Agricultural High School. Having this opportunity will help me to gain real-world experience to work in a professional environment where I can contribute my knowledge. I am very confident that this opportunity will also helps me to learn many various aspects such as work-ethic, perseverance and etc. I am confident that this firm suits with my capability and knowledge. It is also aligned to my prospective work. I am putting my best to contribute to this organization to meet its goal.

EXPERIENCE

GMDJ Daungan Construction Site (2025)

- Works as a construction guys, working only part-time and only weekends

Printing Shop owner (2024-2025)

- Owns a printing shop.

RIS 1 Warehouse (2023)

- Works as a part-time employee, lifting boxes and parcels

JMDC Building (2022)

- Works as an assistant, managing the parcels.